



## DEPARTMENT OF CONSERVATION AND RECREATION CERTIFICATE AND PERMIT APPLICATION FEE FORM

Reference: Impounding Structure Regulations, 4VAC 50-20-10 et seq., including 4VAC 50-20-340 through 400,  
Virginia Soil and Water Conservation Board

### NOTE:

Fees for all application submittals required pursuant to 4VAC50-20-370 through 4VAC50-20-390 are due prior to issuance of a certificate or permit. No application for an Operation and Maintenance Certification or a Construction Permit will be acted upon by the Board without full payment of the required fee per § 10.1-613.5 of the Code of Virginia.

### INSTRUCTIONS:

Submit a separate form for each impounding structure. Fees shall be paid by check, draft, or postal money order payable to the Treasurer of Virginia, and must be in U.S. currency, except that agencies and institutions of the Commonwealth of Virginia may submit Interagency Transfers for the amount of the fee. All fees should note the inventory number of the impounding structure to which it relates, if known, and shall be sent to the following address:

Virginia Department of Conservation and Recreation  
Division of Finance  
Accounts Payable  
203 Governor Street, 4<sup>th</sup> Floor  
Richmond, Virginia 23219

All fee payments shall be accompanied by the following information:

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Name of the dam: \_\_\_\_\_

DCR Dam Safety Dam Inventory Number (5 digit no.): \_\_\_\_\_

Location of the dam (name of county or city): \_\_\_\_\_

### Type of Submittal:

- \_\_\_\_\_ Regular Operation and Maintenance Certificate (A)  
\_\_\_\_\_ Conditional Operation and Maintenance Certificate (B)  
\_\_\_\_\_ Construction Permit (C)  
\_\_\_\_\_ Extension of a Regular or Conditional Certificate (D)  
\_\_\_\_\_ Incremental Analysis Review (E)

The amount of fee submitted: \_\_\_\_\_

Note: No permit fees remitted to the Department shall be subject to refund except as credits provided for in 4VAC50-20-390(C).

Any application from submitted pursuant to 4VAC50-20-70 for permitting a proposed impounding structure construction shall be accompanied by a payment:

Construction Permit Application Fee	
High or Significant Potential Impounding Structures	\$2,500
Low Hazard Potential Impounding Structures	\$1,000

Any application for a six-year Regular Operation and Maintenance Certificate submitted pursuant to 4VAC50-20-105 shall be accompanied by a payment:

Regular Operation and Maintenance Certificate Fees	
High Hazard Potential	\$600
Significant Hazard Potential	\$600
Low Hazard Potential (except those exempted from fees by 4VAC50-20-51)	\$300

The fee for an extension of a Regular Operation and Maintenance Certificate shall be \$250 per year or portion thereof.

Any application for a Conditional Operation and Maintenance Certificate submitted pursuant to 4VAC50-20-150 shall be accompanied by a payment:

Conditional Operation and Maintenance Certificate Fees	
More Than One Year But No More Than Two Years	\$300
For One Year or Less	\$150

The fee for an extension of a Conditional Operation and Maintenance Certificate shall be \$250 per year or portion thereof.

Pursuant to 4VAC50-20-390(C), the Board may allow a partial credit towards the Regular Operation and Maintenance Certificate fee if the owner of the impounding structure has completed, to the Director's satisfaction, the conditions of the Conditional Certificate prior to its expiration.

Pursuant to 4VAC50-20-400, should the Department determine that outside expertise to assist with the review of an incremental damage analysis is necessary, the applicant shall be responsible for the cost of such outside expertise. The Department and the applicant shall agree upon such costs in advance.